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**Geneva Concrete & Epoxy**

P.O. Box 22043  
649 Yonge Street,  
Barrie, ON  
L4N 0Z5

**Job Title:** Construction Supervisor

**Job Summary:** This is skilled manual labour in the construction and maintenance of concrete structures. Work of this class involves building, setting and aligning concrete forms, placing wire mesh and concrete and applying fine concrete finishing methods in new construction and rebuilding of sidewalks, curbs, gutters, vaults, duct lines, fences, retaining walls, playground equipment, foundations and related concrete structures.

Responsibilities include interpreting blueprints and reading survey stakes to establish grade and estimating volume of concrete required for specific jobs. Assignments, written or given verbally, are mainly repetitive and routine in nature with adherence to established methods and procedures, and work is frequently inspected. There is limited opportunity, however, for minor independent decision making, particularly once experience is acquired. Incumbents generally work under the immediate supervision of a foreman for direction and to learn the trade.

**Responsibilities:**

- Perform and/or supervise duties of concrete restoration, building envelope restoration, garage and basement restoration, concrete placement and finishing, waterproofing, caulking/sealant placement, epoxy and overlay placement etc.
- Responsible for overseeing, performing and/or assisting of full cycle daily operations at job sites to ensure the completion of projects in an efficient manner
- Perform cleaning and preparation tasks on site (Before commencing the job, during the job, and after finishing the job)
- Cleaning up rubble and debris and removal of waste materials
- Supervise, coordinate and schedule the activities of construction workers/subcontractors
- Train workers in job duties
- Prepare work progress reports
- Ensure all daily required documentations are filled out accurately and on time
- Inspect all machinery daily to ensure safety operation

- Establish methods to meet work schedules and coordinate work activities with subcontractors,
- Adhere to relevant safety regulations,
- Ensure all company policies are being followed
- Manage and guide the use of machinery and equipment
- Monitor expenditures and eliminate material wastage
- Keep budget in check and perform daily budget reports with attached receipts
- Monitor attendance of crew and manage work schedule
- Supervise, train and give feedback to workers, and subcontractors (when required)
- Allocate general and daily responsibilities, keeping in mind priorities and plans
- Ensure manpower and resources are adequate
- Guarantee all safety precautions and quality standards are met
- Ensure safety certificates are up-to date, and bring to management's attention of any updates needed.
- Resolve problems when they arise and report to senior management.
- Report on progress to project managers, etc.
- Regularly works near moving equipment and in outside conditions that include inclement weather, heat and humidity, rain, extreme cold weather, and exposure to smells, dust and concrete dust etc.

**Requirements:**

- Up-to-Date Training and Safety Certificates
- Working at heights on suspended work platforms, scaffolding and aerial lifting devices, (Very Rare)
- Operating a variety of equipment and hand and power tools
- G drivers license
- Machine operating experience
- 5-10 Years minimum experience in concrete and/or construction

**Working Conditions:** The Concrete Labourer will work primarily outdoors and may be exposed to various weather conditions. The job may require standing, bending, and lifting for extended periods of time. The Concrete Finisher may also be required to work on scaffolding or other elevated surfaces.

**Salary:** The salary for this position will be commensurate with experience and qualifications.

**Benefits:** We offer a comprehensive benefits package that includes health insurance, paid time off, and retirement savings options, company vehicles, and company cell phone

**Equal Opportunity Employer:** We are an equal opportunity employer

**Expected Hours:** 50-70 Hrs/Week Full Time

**To Apply:** Please submit your resume/CV and Cover Letter to [info@genevaconcrete.ca](mailto:info@genevaconcrete.ca).